



Wenatchee Plan Center

34 North Chelan Ave. • Wenatchee, WA 98801-2220
(509) 662-6858
www.wenatcheeplancenter.com

MEMBERSHIP APPLICATION

Company Name: _____

Type of Business: _____

Contractor License No: _____ Federal Tax ID# _____

Business Address: _____

City/Zip _____

Representative Name/s: _____

Phone: _____ Fax: _____ E-mail: _____

I hereby apply for membership in the Wenatchee Plan Center, and in return for privileges and benefits that may be derived therefrom, I agree, if accepted, to conform to the rules, regulations and requirements of this organization as they are now written, or as they may later be amended. I acknowledge that I have received a copy of the rules, regulations and requirements of membership as of the below date. I further certify that my business or trade classification comes in the general heading of an employing contractor, in a trade connected with the business of building, or a bona fide manufacturer or firm dealing generally in the building materials line, or I am directly serving the building and contracting industry.

I understand that the Wenatchee Plan Center is a part of Ridgeline Graphics, Inc. and agree to pay all charges as billed through Ridgeline Graphics, Inc.

By: _____ Date: _____

This is a renewal and all information above is correct as of this date.

Dues and Fees:

Joining Fee is \$50 – paid at time of joining. No fee due if renewing a CURRENT membership

Basic Membership includes a weekly bulletin & use of the Plan Room

Online Membership includes 24/7 acces to our virtual plan room to view/print/download plans as well as everything included in the Basic Membership

Joining Fee: \$50 to be added to membership

Basic Membership Annually: \$350 Semi-Annually: \$225

Online Membership Annually: \$450 Semi-Annually: \$280

Newsletter Options Emailed: Default Mailed: \$50

(Your Membership includes a weekly emailed newsletter. If you prefer a different delivery method, please choose mailed.)

All dues and fees are subject to change without notice. All copy and fax charges are to be paid as incurred unless member establishes an open account.

"Serving the Construction Industry of North Central Washington Since 1964"

REQUIREMENTS FOR MEMBERSHIP

1. All members must be in the building trades as a supplier of materials and or labor in the construction industry.

All members must agree to abide by the rules and regulations as posted from time to time in the Plan room.

RULES AND REGULATIONS

1. Only paid members of the Wenatchee Plan Center shall have access to the Plan Center Room. Exceptions to this requirement are subject to prior approval by the Plan Center Manager.
2. All plans and specifications must remain in the Plan Room between the hours of 9 am and 4 pm. When the Plan Center has received more than one set of plans extra sets may be checked out by appointment only during the day.
3. Plans and Specs may be checked out overnight (after 4 pm) on a first come basis. Plans checked out overnight must be returned by 9 am the next morning. Plans checked out on Friday night are due back by 9:00 am Monday morning. Plans may not be removed from the Plan Room the night before the bid date. Any member not returning plans in a timely manner may have their right to check out plans revoked without notice.
4. Plan Center room shall be available for members from 8:00 am to 5:00 pm Monday through Friday or at such other times by appointment only.
5. Use of the Plan Center Room is at members own risk. Ridgeline Graphics, Inc./Wenatchee Plan Center assumes no liability or responsibility for the accuracy or completeness of any set of plans or specifications on file therein nor for any copies made therefrom.
6. Since, by its nature the Plan Center is for the benefit of its members, each member has a responsibility to return all items to their proper location for the next user.
7. The Plan Room operates on the honor system and you are entitled to make copies of all plans and specs on file unless otherwise noted. If you make the copies on the Plan Center's equipment you are expected to record your copies and to pay for charges as incurred.
8. All Copy and Fax charges shall be at the prevailing rate as posted in the Plan Room. at any given time. Copies shall be paid for at the time of copying unless a charge account is established by the member. All charges shall be due by the 10th of the month following month of charge. Any accounts not paid within 30 days will incur a late charge of 1.5% of the balance owing with a minimum rebilling charge of \$5.00. Accounts past due 30 days or more may have also privileges revoked.
9. Plans accessed from the Plan Center Website are for plan members only and member passwords may not be shared with others. Violation of this policy will cause that member to forfeit their access to plans digitally.